

Dear User,

we wish to inform you that the personal data you send will be used by the HTM S.r.l. in full respect of fundamental principles required by the regulations in force, that is he D.Lgs. 196/2003.

Methodology of data processing

In accordance with the above legislation, here after we summarize the methods applied for the treatment of data by our Company which involve the collection, storage and processing of data in our possession and their internal utilization:

- **Marketing and Business Strategies:** processing of data, supplied by you and those gathered from your internet surfing, in order to get some statistics regarding the interests shown by you in respect of services offered by HTM S.r.l. for marketing purposes and / or promotional activities in general;
- **Administrative management:** collection, preservation and processing of data for administrative and accounting, including the possible transmission of information by electronic mail and / or invoices.

In particular, as regards the modalities of data treatment, we wish to inform that all data is stored in an archive kept under constant control and update by trained personnel. Furthermore we also drafted an internal operating procedure (Documento Programmatico Sulla Sicurezza - DPSS). Within this document it is defined in more detail the method used for the application of appropriate security measures for the protection and confidentiality of data. For completeness, we wish to inform you that providing your personal information is necessary to the extent that they are used by our Company to perform our contractual obligations and / or law.

Responsible for data processing

The responsible of data processing is HTM S.r.l.. People in charge for the processing of personal data are officers and employees subject to database management, according to their area of expertise.

Detailed activities, tasks and responsibilities can be found in our DPSS.

Rights

We further inform you that, all interested person can exercise the rights under Art. 7 of D.Lgs. 196/2003:

- In relation to the processing of personal data:

1. You have the right to obtain confirmation of whether or not personal data concerning him, though not yet recorded, and their communication in intelligible form.
2. You have the right to obtain indication concerning:
 - a. the source of personal data;
 - b. the purposes and methods of treatment;
 - c. the logic applied in case of treatment by means of electronic instruments;
 - d. the identity of owner, manager and the representative appointed under article 5, paragraph 2;
 - e. the persons or categories of persons to whom the data may be communicated or who can learn about them as appointed representative in the State, managers or agents.
3. You have the right to obtain:
 - a. the updating, rectification or, when interested, integration of data;
 - b. the cancellation, transformation into anonymous form or blocking of data processed unlawfully, including those that do not require conservation in relation to the purposes for which the data were collected or subsequently processed;
 - c. certification that the operations in letters a. and b. have been notified, also as regards their contents, to those to whom the data were communicated or disseminated, unless this requirement is impossible in practice or involves an evident disproportion to the protected right.
4. You have the right to object, in whole or in part:
 - a. for legitimate reasons the processing of personal data, pertinent to the purpose of collection;
 - b. the processing of personal data for purposes of sending material advertising or direct selling or for carrying out market surveys or commercial communication.

To exercise your rights under art. 7 of D.Lgs. 196/2003 and summarized above, the user must send a written request to:

HTM S.R.L.